

Appendix 2

Glossary

- Advanced Traveler Information Services (ATIS)** - Provision, usually via a computer, of transportation-related information before a trip, or en route, that enables people to make choices about how to travel (for example, the level of congestion on regional highways could guide a traveler in deciding which route to take; the arrival time of the next bus could help a commuter know when to leave work).
- Alternative Work Hours** - Work schedules that are different than conventional work schedules (e.g., working four 10-hour days per week instead of five 8-hour days).
- Area-Wide Ridematching Service** - A publicly provided area-wide free service that matches commuters who want to carpool and/or vanpool.
- Circulator Service** - Typically a shuttle-type service that operates on a fixed circuitous route and schedule within a cohesive area, such as a residential neighborhood adjacent to a business district. Routes and schedules may have some flexibility.
- Congestion Pricing** - Utilizing pricing techniques, such as tolls, to manage the use of a roadway in order to impact congestion.
- Commute Support Programs** - Employer-provided measures that facilitate or “support” increased commuting in non-SOV modes (e.g., marketing and promotion; the services of an Employee Transportation Coordinator).
- Commute Trip Reduction (CTR) Law** - The Washington State law that requires large employers in the state’s nine most populous counties to reduce their employees’ commute-related use of single occupancy vehicles and vehicle miles traveled 15% by 1995, 25% by 1997, and 35% by 1999.
- Compressed Work Schedule** - Work schedules of less than the traditional eight hours over five days (e.g., four 10-hour days in a week or eight 9-hour and one 8-hour days in two weeks).
- Custom Bus Service** - Transit service designed around the trip needs of a specific group, usually serving a specific employment site with one trip in the morning and one in the late afternoon. Often a premium fare is charged.
- Demand Responsive Transit Service** - A transit service that is usually very flexible, responding to the specific one-time needs of the user. Often advance reservation is required.
- Do-It-Yourself Vanpool** - A vanpool (see “Vanpool”) that utilizes a van owned by the vanpool driver, for which riders pay the driver a fee to cover commute-related costs.
- Dynamic Ridematching** - Instant ridematching service, usually provided via the internet.
- Employee Transportation Coordinator (ETC)** - An individual designated by his or her employer to coordinate the employer’s commute trip reduction program.
- Facility Amenities** - On-site services provided or arranged by an employer in order to make commuting in other than single occupancy vehicles more desirable (e.g., on-site day care, banking and postal/delivery services). These are intended to lessen people’s need for a car while they are at work or for making stops during the commute.
- Flexible Work Hours** - A work scheduling technique that, within some limitations, allows an employee to set his/her own start and stop work times on a daily basis. Usually there is a “core” period of the day during which everyone must be on site. In less than its fullest context, it may simply mean the provision of some flexibility in setting a work schedule in order to accommodate the schedule of a bus or ridesharing mode.

PlexPass- A transit pass provided to all employees at a worksite free of charge in order to encourage transit use. The pass also allows vanpoolers a monthly fare reduction.

Flex-time - Flexible Work Hours

Guaranteed Ride Home (GRH) Service - A backup service that enables employees who don't have their personal car at work, because they didn't drive alone, to get home or elsewhere if an emergency arises or if they are unexpectedly required to work late.

High Occupancy Vehicle (HOV) Access Priority - Special lanes at metered freeway on-ramps and stoplights for priority use by high occupancy vehicles.

High Occupancy Vehicle (HOV) Facilities - Special lanes reserved for high occupancy vehicles and access and signalization priorities.

High Occupancy Vehicle (HOV) - A vehicle — car, van, or bus — occupied by more than one person. In some cases, to use certain facilities a minimum level of vehicle occupancy may be required.

Home-Based Work - A job that is totally accomplished out of one's home (i.e., the worker has no other office than the one within his/her home).

Jitneys - Privately owned vehicles, such as small vans, that typically transport passengers along a specific route for a fee; however, they operate in a much less formal manner than a scheduled bus.

Job/Housing Balance - A situation in which the number of jobs and the number of houses in a community are more-or-less in balance, decreasing the need for commuting into and out of the community.

Mitigation Payments - Payments into a fund for implementing measures to help offset impacts of new development. Some jurisdictions require such payments; others require individual developers to independently undertake mitigating actions.

Mixed-Use Development - A development project that combines uses such as residential and retail (e.g., apartments above, shops on the ground level) or retail, offices, and recreation (e.g., movie theaters).

Monetary Incentives - Payments or subsidies, usually by an employer to its employees, that are intended to make alternatives to SOVs more attractive (e.g., employer subsidies of vanpool and transit fares; reduced rate parking for carpools and vanpools).

Non-Motorized Modes - Walking and bicycling.

Parking Cash-Out - A new technique that appears to have promise in reducing SOVs by using the value of parking as a TDM strategy. An employer raises the cost of the employee parking to market rate, but then pays an equal amount each month to the employee. That employee can then pay the employer the new monthly parking fee or use those funds towards the cost of an HOV mode. In the latter case, the result is that the employee no longer needs the parking.

Real-Time Ridematching - See "Dynamic Ridematching".

Ridematch Service - A mechanism for matching commuters who want to carpool or vanpool. It may be as simple as names on a zip code map, or as complex as a large, computerized system serving a broad area.

Ridesharing Services - Carpools, vanpools, and sometimes customized bus service. Support services may also be included within the meaning of the term (e.g., ridematching; HOV parking).

Shuttle Service - Usually a special service using a van or bus that regularly travels between fixed points, although a shuttle may operate in a demand responsive format.

Single Occupancy Vehicle (SOV) - A car or van with only one occupant.

Subscription Bus Service - See “Custom Bus Service”.

Taxi Subscription Service - Trips taken by a taxi on a regular, planned basis (e.g., everyday from home to work).

Telecommuting - Working at home part-time on a regular basis, being linked electronically, as needed, to the office.

Telecommuting Centers - Locations for working (telecommuting) on a regular basis outside of the normal office, but at a location other than one’s home. This may be at another facility of the employer or a remote work center available to subscribers.

Telework - see Telecommuting.

Transportation Allowance - A form of monetary incentive paid to all employees of a company that the employees can use to pay for bus or vanpool fare, cover carpooling costs, purchase parking or, if they walk or bike to work, simply keep as recognition of their positive commute mode.

Trip Chaining - Linked trips between home, other locations, and work (e.g., leaving work for home, but on the way stopping at the laundry, grocery store, and daycare center).

Traffic Management Center - Program that electronically and visually oversees operation of the transportation system, or a portion thereof, and that has the capability to make dynamic adjustments that are deemed necessary to ensure the most efficient operation of the system. WSDOT operates such a system for the metropolitan Seattle freeway system.

Transit-Oriented Site Design - Design considerations incorporated into a development that make it more easily serviceable by transit (e.g., through streets, adequate turning radiuses) and make the transit service more attractive to potential riders (e.g., shelters and adequate walkways to them).

Transportation Demand Management (TDM) - Strategies that are intended to affect how, if, and when the transportation system is used (vs., Transportation Systems Management, which affects how the system itself operates).

Transportation Management Association (TMA) - Formalized partnerships, usually employer-driven and public/private, that are formed to address transportation issues and solutions. Often structured as non-profit organizations, they have their own staff and budgets.

Transportation Management District (TMD) - While somewhat similar to TMAs, in that TMDs are organized to deal with transportation in a specific area, they deal with more limited functions, may be structured differently, and have a different financial basis (e.g., a TMD might be formed solely to manage parking in a specific area).

Transportation Systems Management (TSM) - Strategies implemented to maximize efficient operation of the transportation system (e.g., signal coordination, ramp metering).

Trip Reduction Ordinance (TRO) - An ordinance, like those local jurisdictions have been required to pass by the Commute Trip Reduction law, that mandates reductions in trips. These trips may be of a certain type, such as commuting, or perhaps to a specific activity center.

U-Pass Program - The comprehensive program at the University of Washington through which staff and faculty and most students pay a fee, in return for which they all receive free transit passes and a range of related HOV/non-motorized incentives (e.g., night time shuttles and reduced rate HOV parking). The amount the university is actually charged for the passes is determined by periodic survey of transit use. Parking fees were also raised to help support the program.

Vanpool - A group of seven or more people who regularly commute together in a van that is driven by one of them on a volunteer basis. The van may be owned by a public transit/rideshare agency, an employer, or the driver. Rider fares usually cover most, if not all, of the operating and capital costs. The driver usually pays no fare in recognition of his/her efforts.

Vehicle Miles Traveled Tax - A mileage-based transportation system use tax.

Video Conferencing - A meeting or “conference” in which at least some of the “attendees” participate remotely, linked electronically via a mechanism as simple as a speaker phone or as elaborate as a full audio/video set up. Teleconferencing Centers are beginning to be set up for internal use by some larger employers, and they are also beginning to be available commercially to the public on a trial basis (e.g., by Kinkos).

Washington (State) Transportation Plan - The comprehensive transportation plan for the State of Washington, currently being updated.

Worker/Driver Bus Service - Customized transit service that utilizes part-time bus drivers who drive a bus each day from their home to the location of their regular full-time job, picking up riders along the way. The buses stay at the work site during the day and at night are parked at or near the driver’s home. Typically such service requires a low subsidy in comparison to regular transit service.